



MEMORANDUM
Comfort Lake-Forest Lake Watershed District

Date: June 18, 2026
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Subject: Floodplain Resiliency Project Development Budget Amendment



Background/Discussion:

At its [June 11, 2026](#) meeting, the Board of Managers approved the scope of work for Emmons & Olivier Resources (EOR) to proceed with floodplain resiliency project development, to be funded 100% by a Water Quality & Storage Grant through the Board of Water and Soil Resources (BWSR). The purpose of this agenda item is to recommend a budget amendment to reflect this expenditure and associated grant revenue. Note that this effort, and the associated costs/revenues, will span FY26 and FY27.

As noted in the June 11th board packet memo, the District’s grant award totals \$99,000. Of the grant award, \$90,000 is dedicated to engineering services, to be provided by EOR, and \$9,000 is dedicated to outreach/coordination. District staff time is being tracked and will comprise the 10% match for this grant.

Note that this work will occur under a separate budget line item other than the Floodplain Resilience Action Plan Framework (i.e., [3-013-B](#)). Because this work is a critical step in the multi-step process of implementing floodplain resiliency projects, we recommend utilizing the following account for this work: 5-120-C Floodplain Resiliency Implementation.

Account Code	Name	Original Budget	Recommended Change	Revised Total Budget	Comment
5-120-C	Floodplain Resiliency Implementation	\$0	\$49,500	\$49,500	Staff estimate roughly half the grant will be spent in FY26 and half in FY27.

Recommended Action:

Proposed Motion: Manager _____ moves to amend the 2026 budget for account 5-120-C Floodplain Resiliency Implementation to \$49,500 and to transfer \$49,500 from account 000-3300 Grants Receivable to account 5-120-C. Seconded by Manager _____.

Commented [MK1]: [@Emily Heinz](#) [@Brad Jernberg](#)
 Is this what you’re intending? It’s not 100% clear. It might be helpful to have a link to the current budget line item for reference to help connect the dots.